

Code of Conduct for Suppliers, Service providers and Business partners

This Code of Conduct defines the objectives and minimum requirements for suppliers, service providers and business partners of Bodenmüller Hörburger Schrott Antriebstechnik GmbH & Co. KG (hereinafter BHS) with regard to their responsibility for people and environment. BHS requires its suppliers, service providers and business partners (hereinafter referred to as business partners) to comply with the social, ethical and ecological criteria listed here.

Compliance with the law

Business Partners have to comply with applicable national laws and regulations in all their activities.

Human rights and labor practices

Business partners shall ensure that all internationally proclaimed human rights are respected. Participation in, tolerance of, or causation of human rights abuses shall be avoided. Special attention shall be paid to respecting the human rights of particularly vulnerable right holders or groups of right holders, such as women, children, migrant workers or (indigenous) communities.

➤ Prohibition of forced labor

- Business partners must not employ workers under duress or involuntarily. Business partners must not use or contribute to the use of any occurrence of slavery, compulsory labor or human trafficking.

➤ Prohibition of child labor

- Business partners must not employ workers who did not at least reach the minimum age of 15 years. Excluded are countries under the exception for developing countries according ILO Convention 138, where the minimum age may be reduced to 14 years.
- For hazardous work, it must be ensured that all workers have a minimum age of 18 years in accordance with ILO Convention 182.

➤ Non-discrimination and respect for employees

- Business partners must create and promote equal opportunities and equal treatment for their employees regardless of color, nationality, ethnicity, political affiliation, social origin, disability, sexual identity and orientation, religious beliefs, union membership, gender or age.
- Business partners do not tolerate inappropriate treatment of workers, such as psychological hardship, sexual harassment or discrimination, including gestures, language and physical contact that are of sexual nature, coercive, threatening, abusive or exploiting.

➤ Working hours, compensation and benefits for employees

- Business partners confirm they recognize the rights of employees and do not tolerate discrimination against employees because they exercise these rights. It has to be ensured that employees can free and open clarify any questions regarding workplace and compensation with the management.
- Business partners shall comply with the applicable working time regulations worldwide and pay appropriate wages in compliance with the applicable compensation regulations. In the case of cross-border personnel deployment, business partners will comply with all applicable legal regulations, in particular with regard to minimum wages.

➤ Health and safety of employees

- For our business partners, the integrity and health of employees is always the top priority.
- Business partners commit to act in accordance with applicable legal and international standards relating to health and safety in the workplace, as well as to ensure safe working conditions. In addition to offering and execution of occupational health and safety trainings and education, appropriate guidelines or an adequate occupational health and safety management system shall be established and applied.

➤ **Complaint mechanism and reporting system**

- Business partners shall provide employees access to a protected procedure to report possible violations of the principles required by this Code of Conduct.

Environmental Protection

Business partners shall act in accordance with applicable legal norms and international standards regarding environmental protection. In addition, measures shall be taken to minimize environmental pollution and continuously improve environmental protection. Appropriate environmental protection guidelines or an appropriate environmental management system shall be established and applied.

Fair business practices and integrity

➤ **Anti-corruption and bribery**

- The business partners do not tolerate any form of corruption or bribery or extortion, neither directly nor indirectly. They undertake not to offer, grant or promise benefits to government officials or private-sector counterparties in order to achieve certain actions or influence decisions or gain an unfair advantage.

➤ **Fair competition, antitrust law and intellectual property rights**

- Business partners shall act in accordance with national and international competition laws and shall not engage in price fixing, market or customer allocation, market collusion or collusive tendering.
- The business partners respect the material property as well as the intellectual property rights of others.

➤ **Conflicting interests**

- Business partners shall ensure to avoid and/or disclose conflicting interests that could affect business relationships internally and toward BHSA.

➤ **Money laundering, terrorist financing**

- Business partners undertake not to directly or indirectly promote money laundering or terrorist financing.

➤ **Data protection**

- Business partners shall ensure that personal data is processed confidentially and responsibly, that the privacy of all is respected, and that personal data is effectively protected and used for legitimate purposes only.

➤ **Export control and customs**

Business partners comply with applicable export control and customs regulations.

Responsible procurement of products and raw materials

Business partners supplying products or raw materials shall take appropriate measures to avoid the use of raw materials in their products which are originating from conflict areas or regions at risk and contribute to violations of human rights, corruption, financing of armed groups or similar negative impacts. The use of so-called "conflict minerals" (as defined by the Security and Exchange Commission, these are columbite-tantalite (coltan), cassiterite, gold, wolframite and their derivatives tin, tungsten, tantalum) by the business partner, which concern deliveries to BHSA, must generally be reported to BHSA by the business partner and documented accordingly.

The supplier, service provider and/or business partner hereby declares to have read and understood this document on the basis of the BSA Code of Conduct and shall endeavor to fully comply with all criteria and requirements in this document or to take appropriate measures to meet these requirements.

Business Partner Name: _____

Name of signatory: _____

Position of signatory: _____

Place, Date: _____

Signature: _____